

DRAFT
Office of Select Board
945 Battle Street/Rte. 127
Webster, NH 03303

6:35 pm – Select Board’s Meeting – November 25, 2013

Select Board present: Chairman Bruce Johnson, Selectman Roy Fanjoy and Selectman Mason Donovan.

Chairman Johnson reminded everyone about the Police Advisory Committee’s surveys. They would appreciate your thoughts and responses to be returned to the Town Hall by December 16th.

The Select Board signed the payroll and check manifests.

The Select Board signed the following for Therese Larson who was filling in for Administrative Assistant Judith Jones:

- Selectman Fanjoy made a motion to accept the Select Board Work Session Minutes of November 12, 2013 as written; seconded by Selectman Donovan and approved.
- Selectman Fanjoy made a motion to accept the Select Board Minutes of November 12, 2013 as written; seconded by Selectman Donovan and approved.
- Selectman Fanjoy made a motion to accept the Non-public Work Session Select Board Minutes of the November 13, 2013 as written but amend the date from November 13, 2013 to November 12, 2013; seconded by Selectman Donovan with the amended date and approved. These minutes were sealed.
- A Veteran’s Exemption application for filing purposes only – not a new application – missing a form.
- Abatement for Map 2-47 for tax collector.
- Abatement for all 2013-PO1 over billed properties for tax collector.

The Select Board signed the following for Financial Administrator Wendy Pinkham:

- October Reconciliation.
- Mrs. Pinkham summarized the Town’s Auditor’s response to a contingency fund and the special detail account. There is a new law regarding appropriating for contingencies. The Board can appropriate an amount for a contingency on an annual basis which lapses back into the fund balance at the end of the year if it is not used. It is for unanticipated expenses. Also, the Chief of Police will still have to gross appropriate his fuel costs for the cruiser. He cannot set up a separate account for the monies from the details. Treasurer, Mary Smith had concerns regarding the gas cards because they are not charge cards; the money comes right out of the checking account. A brief discussion followed regarding gas prices and how the different gas companies accommodate the State rates for the Police vehicles.
- Mrs. Pinkham requested a non-public session under 91-A:3 II(a) “compensation of any public employee”. The Board approved her request and will hold the non-public session at the end of the Select Board meeting.
- Mrs. Pinkham had a quote for replacement of the Tax Collector’s hard drive; funds to come from Office Equipment CR. Selectman Donovan would like to donate a computer. No decision made.
- Mrs. Pinkham mentioned quotes for painting the Town Hall and a water meter were available to consider for the 2014 budget.

Police Chief Robert Dupuis advised the Board of the following:

- 46 calls for service in the last two weeks with highlights read.
- He handed out a draft policy on charging for false alarms just related to the Police Dept: \$0 for the first 2; \$50.00 each 3-5; 6 or more \$216.00 each. Selectman Donovan made a motion to approve the Alarm Ordinance; seconded by Selectman Fanjoy and approved.
- At this time Treasurer, Mary Smith, stated she would prefer the Police Department to use direct charge billing as opposed to Smart Cards which directly debits the checking account.

Road Agent Emmett Bean advised the Board of the following:

- Mr. Bean suggested the Police Department look into getting a 500 gallon bulk gas tank.
- Mr. Bean asked for update on fire damaged property on White Plains Road. Police Chief Dupuis stated he was waiting for a response from the bank owned property.
- Reminder about November 1st No Parking Ordinance.
- Discussion with Board about Town’s ROW on Clothespin Bridge Road.
- Mr. Bean asked the Board for \$8,250.00 to purchase a new plow blade; funds to come out of the Highway CR account. Selectman Fanjoy made a motion to expend \$8,250.00 from the Highway CR fund; seconded by Selectman Donovan and approved unanimously with a purchase to be done. The Board agreed to allow the Road Agent to purchase this plow blade as soon as possible.

Treasurer Mary Smith advised the Board that she spoke with Robin Heins, MVSD Business Administrator, about changing the school payment schedule from 11 months to 12 to help with cash flow.

Town Clerk, Michele Derby requested a non-public session under 91-A:3 II (a) “compensation of any public employee” at the end of the meeting.

No other Department Heads were in attendance.

B. J. Johnson

R. E. Fanjoy

M. W. Donovan

David Buttrick canceled his request to speak to the Board.

Old Business:

- Chairman Johnson added topics to Old Business: Assessing RFP, Fiscal Year Change and a letter from Bart Mayer, Town's Legal Counsel.
- Gerrish and Bashan Hollow Roads - issues of trucks, Scenic Road and speed limit. Chairman Johnson recognized Sue Rauth and Nancy Rideout, residents on Bashan Hollow Road. Ms. Rauth and other residents had submitted a petition to the Select Board at the last meeting requesting a reduction of the speed limit and no through trucking. Those roads are an easy cut through for all kinds of traffic. Those roads are used by a lot of citizens because of the scenic beauty. People walk their dogs, ride bikes, push baby carriages, horseback ride, hunting, etc. Ms. Rauth stated their concern was COPART's trucking has increased due to Concord not allowing them use their roads for through trucking for their tractor trailers and car carriers. Chief Dupuis will be looking into reducing the speed limit to 25 MPH and assigning patrols. Ms. Rideout commented that because Bashan Hollow is a Scenic Road, they are not requesting the road to be straightened or paved in order to address the safety concerns. Ms. Rauth pointed out that Gerrish Road does not go all the way through to Dingit's Corner, but GPS shows that it does. Selectman Donovan offered to submit an error report to the GPS mapping companies. Chairman Johnson stated the Board will address the issue of the speed limit first. At this time Selectman Fanjoy read an e-mail from Nancy and Nick Van Loan voicing their concerns regarding the increase of truck traffic and the speed limit.
- Selectman Fanjoy discussed straightening the very bad corner near Mr. Tom Smith's home on Bashan Hollow. Selectman Donovan pointed out if the Town takes that path, there will be a lot of legalities and expenses to be figured out. Road Agent Bean discussed the dangers of snowplowing in that area and the Mr. Smith is in agreement to straighten out the road.
- Letter to COPART re: Junkyard License Application with 30 days response date of 12/13/13. Selectman Donovan inquired of Mrs. Pinkham and Mrs. Larson if there was any response. Mrs. Larson stated the signed Return Receipt from COPART was received in today's (11/25/13) mail. Selectman Donovan stated the Board would need to be ready at the December 9th meeting to vote on Cease and Desist orders. Selectman Donovan will contact NHMA re: template. Selectman Donovan will call COPART between now and December 9th. At this time Ms. Rauth asked if COPART would need to go before the Planning Board or Zoning Board after they completed the license application. Selectmen Donovan and Fanjoy stated they would need to apply to both boards.
- Selectman Fanjoy contact NHMA re: resolution of rock, landowner and ROW on Clothespin Bridge Road. Selectman Fanjoy read an e-mail from Paul Sanderson, NHMA Attorney. Items in the Town's ROW maybe moved by the Road Agent if it is a safety issue.
- The plywood base of the Town Hall flagpole has been fixed.
- Energy Committee: Chairman Johnson stated the Energy Committee will be talking about using the Blackwater Dam as an energy source.
- Assessing RFP: Chairman Johnson stated Andover, Salisbury and Webster are ready to move forward. He hopes to have a letter of intent ready for signature at the December 9th Select Board meeting.
- Fiscal Year Change: Chairman Johnson discussed the pros and cons he received from five other towns. Most of the cons were how difficult the transitions were for the towns, i.e., presenting to the townspeople involved a lot of meetings and some of the towns took three years to transition. Chairman Johnson stated he would not recommend doing this right now. He suggested going back to this in the spring.
- Selectman Fanjoy discussed a letter from Bart Mayer regarding the Azmy property. There may possibly be another inspection. Selectman Fanjoy will call Attorney Mayer.

New Business:

- Discuss water test and water meter; per Selectman Fanjoy and Mrs. Pinkham the water test by Capital Well is in the budget for this year, however, the water meter quote is not. Selectman Fanjoy explained the water meter will keep track of water used by the Town Hall to know what size septic system to install in the event the old system fails.
- Annual review of the Selectmen's Investment Policy – no changes were made.
- Encumber \$3,000 Part-time Wages for PC per Auditor's okay. The Board decided to wait until the December 23rd meeting when they will encumber everything for the 2014 budget.
- Response to Municipal Sharing Pool – Board signed MOU.

Chairman Johnson opened discussion to the public.

- Ms. Cathy Morin, 93 Lake Road, had a house inspection done by the Health Officer, Dr. Nick Van Loan on November 22, 2013. She requested a copy of the report that had been turned in to the Select Board earlier in the day. Selectman Donovan clarified that Ms. Morin was not the property owner but a tenant. Selectman Donovan will contact NHMA for legal guidance.
- Mr. Jere Buckley had sent a letter to the Board regarding revising his Current Use. Mr. Buckley will need to fill out a Current Use application.
- Road Agent Bean inquired about the roof at the PSB. Two sets of RFP's were sent out without response. The Board will continue to find a resolution.
- Road Agent Bean informed the Board the Dry Hydrant pump site behind the Webster Elementary School was done.

8:40 pm Selectman Donovan made a motion to go into a non-public session pursuant to RSA 91-A:3 II (a) to discuss compensation of any public employee as per request of Michele Derby; seconded by Selectman Fanjoy. Roll call – Chairman Johnson – yes; Selectman Fanjoy – yes and Selectman Donovan – yes.

9:10 pm Chairman Johnson reconvened the meeting. The Board voted to seal the minutes. Selectman Donovan made a motion to go into a second non-public session pursuant to RSA 91-A:3 II (a) to discuss compensation of any public employee as per request of Wendy Pinkham; seconded by Selectman Fanjoy. Roll call – Chairman Johnson – yes; Selectman Fanjoy – yes and Selectman Donovan – yes.

9:35 pm Chairman Johnson reconvened the meeting. The Board voted to seal the minutes.

Immediately following Selectman Donovan made a motion to adjourn; seconded by Selectman Fanjoy and approved unanimously.

Bruce G. Johnson, Chairman

Roy E. Fanjoy

Mason W. Donovan

BOS/tel